

TEXAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED
FINANCE COMMITTEE MEETING MINUTES
September 30, 2022

Call to Order

Julie Prause called the regularly scheduled meeting of the Finance Committee to order at 8:00 a.m. on September 30, 2022, in Room 102 of Building 600, 1100 West 45th Street, Austin, Texas.

In addition to Ms. Prause, Board members Ernest Worthington and Dan Brown present.

TSBVI staff members present were: Cyrenna Villegas, Director of Procurement; Cheryl Williams, Director of Human Resources; Brian McDonald, Director of Support Services; Josh Splinter, Director of Accounting; and Gemma Cooper-Langdale, Budget Analyst.

Consideration of Approval of Minutes of the August 5, 2022 Meeting

A motion to accept the minutes of the August 5, 2022 Finance Committee meeting as presented was made by Dan Brown. Mr. Worthington seconded the motion. The motion passed unanimously.

Consideration of Approval of Investment Report

Josh Splinter reviewed the investment report for the 12 months of fiscal year 2022, ending August 31, 2022. The total market value/book value was \$1,646,469. Earnings for the period were \$7,853. Mr. Brown made a motion to approve the Investment Report as presented. Mr. Worthington seconded the motion. The motion passed unanimously.

Review of Donations Report

Josh Splinter reviewed the Donations Report for the 12 months of fiscal year 2022, ending August 31, 2022. Total donations received since September 1st, 2021 were \$39,142.56. A check received from Garver for \$20,000 was received after the deadline for Board materials for the Maker Space.

Consideration of Approval of Receipt of Gifts and Donations of Over \$500

A motion was made by Dan Brown to approve the receipt of gifts and donations over \$500. Ernest Worthington seconded the motion. The motion passed unanimously.

Consideration of Approval of Request for Expenditure of Gifts and Donations

There was no request to expend gifts and donations at this time.

Review of Budget Reports

Josh Splinter reviewed the Appropriated Funds Operating Expenditure Report for the 12 months of fiscal year 2022, ending August 31, 2022. The target for expenditures was 100%, and the agency total was 97%. The percentages expended by strategy were Classroom Instruction - 102%, Residential Programs - 101%, Short-Term Programs and Summer School – 77%, Related and School Support Services – 101%, Outreach – 91%, Teacher Preparation – 86%, Central Administration – 93%, and Other Support Services – 99%.

Review of the Legacy Revenue report

For the 12 months of fiscal year 2022, ending August 31, 2022, TSBVI had collected \$974,336. The projected revenues target was 100%, and TSBVI was at 113% of projected collections.

Review of the Legacy Operating Expenditure report

For the 12 months of fiscal year 2022, ending August 31, 2022, TSBVI had expended \$848,273. The benchmark was 100%, and 57% had been expended.

Report from Director of Accounting

Josh Splinter began his report with the farm irrigation project. All the irrigation is complete on the farm, but unfortunately that was after the drought had its effect on the crops. We'll be receiving a \$33,000 insurance check, up from the FY20 number of \$11,000, because we're getting a payout on an irrigated farm.

Report from Information Resources Director

No report.

Report from the Human Resource Director

Cheryl Williams updated the Board on recruitment, which continues to be a challenge. The Texas Workforce Commission Civil Rights Division is conducting an audit, the Personnel Policy and Procedure Review, which all state agencies are subject to every 6 years. TSBVI will be required to be in compliance before the end of the calendar year, and some policies may need to be updated. The EEO Sexual Harassment training, while federally compliant, must be approved by TWC or be TWC's training, but Ms. Williams stated she did not have any major concerns about the audit. Regarding the CFO position, interviews had been conducted, and HR is working through the final candidates. She reported there were no candidates for internal auditor.

Report from School Support Services

Brian McDonald updated the Committee on drills. All campus fire and lockdown drills have been conducted. Safety and Security received feedback on the drills, and some adjustments will be made. So far this year, 9 fire drills have been conducted on the dorms. Ms. Williams mentioned the drills incorporate the new mass notification system. Security staff is training with Beckwith on the new badge software for a few more weeks. Regarding the GEER Grant, the perimeter fence is 90% complete. The project is temporarily on hiatus due to inaccurate estimates and supply chain issues. Netronics is facilitating the digging and trenching of electrical to the fences which will be brought online to the S2 badging software system, and this will automate the gates, saving security staff time every day. Door handles have been rekeyed, and all doors can be locked from the inside now. The rekey deployment will start in October and take about 4 weeks. 90% of the integration of the HVAC is complete, and systems of maintenance are online and will be monitored with TFC as the primary monitor and TSBVI serving as backup.

Adjournment

Julie Prause entertained a motion to adjourn the meeting. Mr. Brown made a motion to adjourn the meeting. Mr. Worthington seconded the motion, and the motion passed unanimously. The meeting was adjourned at 8:41 a.m.

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